



## Contract by Authorized Board

**Commodity or Service:** Compliance Audit Services For Income Continuation Insurance (ICI) and Long-Term Disability Insurance (LTDI)

**Request for Bid/Proposal No:**  
ETJ0001

**Authorized Board:** Employee Trust Funds Board

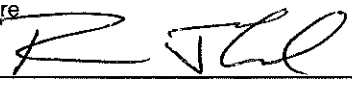
**Contract Period:** 01/01/2010 thru 12/31/2015 with option for one (1) additional three-year period

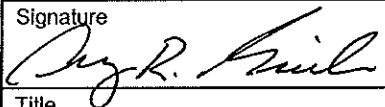
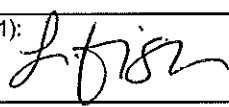
1. This contract is entered into by and between the State of Wisconsin, Department of Employee Trust Funds (Department), the State of Wisconsin Employee Trust Funds Board (Board) and the contractor whose name, address, and principal officer appears on page 2. The Department is the sole point of contact for Board contracting;
2. Whereby the Department of Employee Trust Funds agrees to direct the purchase and the contractor agrees to supply the contract requirements cited above in accordance with the terms and conditions of the request for bid cited above, and in accordance with the contractor's bid submitted on this request for bid which request for bid is hereby made a part of this contract;
3. In connection with the performance of work under this contract, the contractor agrees not to discriminate against any employees or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability as defined in s.51.01(5), Wis. Stats., sexual orientation as defined in s.111.32(13m), Wis. Stats., or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Except with respect to sexual orientation, the contractor further agrees to take affirmative action to ensure equal employment opportunities. The contractor agrees to post in conspicuous places, available for employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of the nondiscrimination clause.
4. Contracts estimated to be over twenty-five thousand dollars (\$25,000) require the submission of a written affirmative action plan. Contractors with an annual work force of less than twenty-five (25) employees are exempted from this requirement.  
  
Within fifteen (15) working days after the award of the contract, the plan shall be submitted for approval to the Department. Technical assistance regarding this clause is provided by the Purchasing Agent, Department of Employee Trust Funds, P.O. Box 7931, Madison, WI 53707-7931, (608) 266-8989, mark.blank@etf.state.wi.us.
5. For purposes of administering the contract, the Order of Precedence is: This contract; Amendment -1 dated "Effective Jan. 1, 2010" with Wipfli LLP; Exhibit 1- Timeline dated 1-7-10; RFP ETJ0001 dated August 24, 2009 (including all appendices and amendments); Wipfli LLP, Inc. reply dated October 8, 2009.
6. Exhibit 2, Adjusted Timeline dated 4-29-10, supersedes Exhibit 1 above.

Exhibit 2: Adjusted Timeline  
ETJ0001  
Compliance Audit Services for Income Continuation (ICI) and  
Long-Term Disability Insurance (LTDI)  
Wipfli, LLP  
Effective April 29, 2010

Original Proposed Step	Original Timeline	4/30/10 Revised Timeline
Entrance conference	February 5, 9 a.m.	02/05/2010
Planning and evaluation of internal controls	Mar-10	April, 2010
Data gathering, finalization of testing plan, sampling	March – April 2010	May- June 2010
Detail testing and fieldwork	April – May 2010	June- July 2010
Resolve exceptions, file reviews, exit conference and report finalization	May – June 2010	July- August 4, 2010

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<b>State of Wisconsin Department of Employee Trust Funds</b>
By Authorized Board (Name) Employee Trust Funds Board
By (Name) Robert J. Conlin
Signature 
Title Deputy Secretary
Phone 608-261-7940
Date (MM/DD/CCYY) 5/21/2010
Witness (1): Cindy D. Gilles
Witness (2): Kim C. Trunk

<b>To be Completed by Contractor</b>
Legal Company Name Wipfli, LLP
Trade Name Wipfli LLP
Taxpayer Identification Number 39-0758449
Company Address (City, State, Zip) 2501 W. Beltline Hwy., Ste. 401, Madison, WI 53713
By (Name) Craig R. Grinde
Signature 
Title Partner
Phone 608.270.2910
Date (MM/DD/CCYY) 5/11/10
Witness (1): 
Witness (2): Bonnie Berg